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Faculty Senate Monthly Packet February 1994

Portland State University Faculty Senate

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Portland State University

P.O. Box 751, Portland, OR 97207-0751

TO: Senators and Ex-officio Members to the Senate
FR: Alan Cabelly, Secretary to the Faculty *AC*

The Faculty Senate will hold its regular meeting on February 7, 1994, at 3:00 p.m. in room 53 Cramer Hall.

AGENDA

- A. Roll
- B. Approval of the Minutes of the January 3, 1994, Meeting
- C. Announcements and Communications from the Floor
 - 1. President's Report
 - 2. Provost's Report
- D. Question Period
 - 1. Questions for Administrators
 - 2. Questions from the Floor for the Chair
- E. Reports from the Officers of Administration and Committees
- F. Unfinished Business
- G. New Business
 - 1. Constitutional Amendment—Midson
 - 2. Plus/Minus Decimal Place Proposal—Tufts
- H. Adjournment

The following documents are included with this mailing:

 - B Minutes of the January 3, 1994, Senate Meeting
 - Interinstitutional Faculty Senate Report
 - G1 Constitutional Amendment
 - G2 Plus/Minus Decimal Place Proposal

PORTLAND STATE UNIVERSITY

Minutes: Faculty Senate Meeting, January 3, 1994
Presiding Officer: Beatrice Oshika
Secretary: Alan Cabelly

Members Present: Andrews-Collier, Barna, Barton, Beeson, Bjork, Bowlden, Brenner, Cooper, Etesami, Farr, Forbes, Fosque, Franks, Greco, Hales, A. Johnson, D. M. Johnson, D. Johnson, Jolin, Kimball, Kocaoglu, Krug, Lansdowne, Limbaugh, Manning, Miller, Moor, Oshika, Parshall, Potiowsky, Rhee, Smith, Svoboda, Talbott, Tama, Visse, Watanabe, Watne, Westover, Wetzel, Wollner.

Alternates Present: Dusky for Abrams, Dieterich for DeCarrico, Goslin for Gillpatrick, Wadley for Vistica.

Members Absent: Briggs, Falco, Gray, Kenny, Lall, Liebman, McGuire, Midson, Reece, Schaumann, Seltzer.

Ex-officio Members Present: Barna, Cabelly, Desrochers, Diman, Erzurumlu, Kaiser, Koch, Levinson, Murdock, Pfingsten, Ramaley, Reardon, Spolek, Taylor, Toulon, Vieira, Ward.

OSHIKA called the meeting to order at 3:05 PM and made the following announcements:

1. President Ramaley, in accordance with normal governance procedure, accepted the three motions that were passed in the November 1993 meetings. These include the following:

the amended list of undergraduate courses, listed in G1 of the November mailing, including the amendment to cross list G 475 as CE 443, G 476 as CE 445, and G 477 as CE 448.

the amended list of graduate courses, listed in G1 of the November mailing, including the amendment to cross list G 575 as CE 543, G 576 as CE 545, and G 577 as CE 548.

the revised General Education Program Proposal made by the General Education Working Group, listed in G2 of the November mailing.

2. People in the balcony are urged to sit in the main part of the auditorium, below the walkway. This will improve communication within the Senate. Although it is impossible to close the upper tier of the auditorium, **IT IS EXPECTED THAT ALL SENATORS AND EX-OFFICIO MEMBERS WILL SIT IN THE LOWER AREA WHEN POSSIBLE.**

3. K-House prepares refreshments and sherry after every Senate meeting. Senators and *ex-officio* members are encouraged to attend.

APPROVAL OF THE MINUTES

Minutes of the December 6, 1993 Senate Meeting were approved as submitted.

PRESIDENT'S REPORT

- A. RAMALEY began with a "Condition of the Campus" report on the productivity issue, examining where are we on campus regarding technology, networking, etc. We will be publishing periodic updates in PSU Currently. We have reduced staffing by 15%, and have asked everyone remaining to manage the daily campus operations and install new systems. Most people are keeping a minimum of 3 functions in the air at the same time. If people have any concerns about these areas, they should call Carl Wamser, who will determine the most appropriate response. We are in the midst of making significant changes: financial information systems, processing of academic personnel concerns, searching for a Director of Information Technologies, and adding additional features to our student information systems. Let the President's Office know what kinds of questions might arise in these areas; updates will continue in PSU Currently.
- B. Not much can be stated regarding the Budget. The Chancellor's office is negotiating with the Governor's office with respect to a mid-biennium cut. The cuts are hovering at the 30% level. The Governor's office wants the cuts made without program reductions. That would be impossible to do here, because there are no more administrative cuts available. We do not know about mid-biennium cuts, nor what they would look like. For 1995-1997, the figures discussed are a \$5 million-\$8 million cut at PSU. We cannot really guess what it might actually be. What we can do is continue the more orderly method of budget review that was begun a few years ago. We are developing a "Short form," for mid-biennium budget reviews. The Deans will make requests to the Provost, describing any changes that have been made since the main process was completed. With this information, we will try to determine how much we can save in preparation for the next biennium.
- C. We have gotten as much productivity out of our academic administrative staff as possible, and are about as productive as is humanly possible. This has been confirmed (administrative side) by the Peat Marwick study and (academic side) by examining information collected from similar institutions. However, the technology plan, the initiation of new general education requirements, and changes in the development office will be additional opportunities for productivity enhancements. We will determine whether our discretionary funds are being placed in the appropriate places. In March 1994, we will seek input from the Senate for that review, with a sign-off to occur in April. PSU Currently will be used to provide more information to campus. We are attracting national attention for some of our successes, and this should help us. The

reviewer from Peat Marwick has been discussing our productivity successes in large public meetings. Faculty should let the President and Provost know what is impacting them, and how to improve this. RAMALEY thought that our activities are like cooking in a kitchen that is being remodeled, and that we need to continue looking for what's missing/causing difficulties. The year began well with a check from a prior donor that was three times the former size; the donor noted that we were doing better than expected, and should be congratulated.

2. Provost's Report

REARDON noted that he had a formal request, not a report: The Senate should undertake a review to see if we could reduce the total number of credits for the baccalaureate degree from 186 to 180. This is being studied at other OSSHE schools, including OSU and UO. Historically, the number of hours for the baccalaureate degree was increased from 180 to 186 with the addition of the HPE requirement, which we no longer have. A response is desired before the end of the 1993-1994 academic year.

3. Project KPSU Status Report--Don Nasca.

Project KPSU has been funded by the IOC since July. There are three items for today:

- a. KPSU desires an advisory board, including faculty. Volunteers are desired.
- b. There is a need for faculty input on programming. Public radio allows much flexibility, but KPSU needs to know what is desired.
- c. KBPS, Benson High School, wants to do a time share with KPSU. KBPS has been on the air for 71 years as a public radio station. If this is lost, it will be difficult to regain the frequency. KPSU will try to work with them.

Please call Nasca at 5-5669, or write to him at 430 SMC (office of student development), either to volunteer or to share information.

REPORTS FROM THE OFFICERS OF ADMINISTRATION AND COMMITTEES

- 1. Winter Term Registration Report—TUFTS reported that registration is down 3.0% from last year; autumn had been down 3.5%, so this is comparable.
- 2. Library Committee—S. TAYLOR noted that the information is in the report, which was accepted as is.
- 3. Interinstitutional Faculty Senate—Cooper gave the report, which is included in this mailing.

UNFINISHED BUSINESS

1. Curriculum Committee and Graduate Council Course Proposals—Levinson and Spolek. OSHIKA noted that this refers to F1 in the December 6, 1993 packet. We will discuss the graduate proposals. A. JOHNSON/BOWLDEN moved for acceptance of the listed courses. This was PASSED without debate, unanimously.
2. Annual Report, Graduate Council—Spolek. OSHIKA stated that the Senate accepts the report as written, and invites questions. The report is now placed on file. This means that the recommendations do not necessarily become policy. If a policy recommendation is to be made, there must be a specific motion by the Senate. This is the interpretation of the Senate Steering Committee.
3. Graduate Council Policy Motions—Spolek. OSHIKA stated that this deals with specific motions. CABELLY read the motion, from p. 27 of the minutes:

It will be the policy of the Graduate Council that petitions to retroactively change from 400-level undergraduate credit to 500-level graduate credit will no longer be accepted after one calendar year.

GOSLIN suggested that without a quorum, actions taken are not binding. OSHIKA stated that because the quorum call was made after the amendment was voted upon, there is an implicit assumption that a quorum was present when the vote was taken. SPOLEK/GOSLIN moved the substitute motion, as attached in F3, listed below. SPOLEK believes this responds to the Senate's needs, especially as it applies to administrative issues.

It will be the policy of the Graduate Council that petitions to retroactively change from 400-level undergraduate credit to 500-level graduate credit, based on academic reasons, will no longer be accepted. Petitions based on administrative reasons will be handled by the Office of Graduate Studies.

BJORK noted that the Graduate Council gave the Math Department much support this year, so he is uncomfortable speaking up against this motion. However, he noted that the Math Department has many graduate assistants, and that PSU's policy of requiring different work at the 400 and 500 level is inconsistent with some of the better institutions in the country. For example, Stony Brook, Minnesota, Washington are setting policies for universities nationwide, and they do not have differential requirements at 400 and 500 level. Current courses do not require differentiated work. This proposal will treat students unfairly. Students will make errors in registration, but with this change, they would never have an opportunity to receive credit.

SPOLEK thought that this sounds like an administrative correction, to be dealt with by the Office of Graduate Studies. BJORK would like to see the differentiated work issue be a department, not university prerogative. PARSHALL agreed, saying that FLL does the same thing, and will waive the number of credits required for the degree if appropriate. SVOBODA remembered prior discussions, asked the Senate to ask what the difference is between undergraduate courses offered to undergraduate students, and graduate courses offered to graduate students. This is an important, fundamental question. This may be a university or a department issue. A. JOHNSON thought this was really a faculty member issue. OSHIKA agreed that this is both legitimate and serious, but is not pertinent to this issue. It can be referred to Graduate Council/Curriculum Committee. COOPER, opposing the motion, thought that this is not a workload issue for the Graduate Council, as they had only four petitions last year. It is a fundamental rule of whether to allow exceptions. Exceptions do not weaken the rule; they strengthen the rule. FORBES asked if there is a clear distinction between academic and administrative rules. SPOLEK said a class performance issue is academic.

The motion to substitute PASSED 19-15.

SVOBODA asked if the adoption of this motion reopens the question of what constitutes a graduate course. OSHIKA thought we probably should discuss this later, but it is not totally applicable now. SVOBODA wondered if this would unfairly treat students, especially if this becomes an administrative decision. BJORK thought that if students could continue to petition, they will be okay. Where we had 400G courses, the Graduate Council deleted the petition process. They allowed the Math Department to decide these questions themselves. When a petition is denied, the Graduate Council questions the academic integrity of the faculty members who supported it. He concluded by stating that he does not disagree with the motion. SVOBODA thought the decision might be based on a broader university issue; this is why the Graduate Council exists. He also asked what FLL thinks about the issue. PARSHALL said this probably would not apply to foreign language students. The department will continue to permit graduate students to take undergraduate courses to meet graduate requirements. KOCAOGLU thought that to differentiate between academic and administrative reasons will be difficult. SPOLEK said there must be a difference. There were only four petitions last year, but one (a math student) took two hours. This student had a petition three years after the fact. The Graduate Council is trying to get out of the business of making decisions it cannot make, and wants to leave the responsibility to the departments to do the advising. BEESON, asking what happens if a student signs up for the wrong credit, was told that this was a simple administrative issue.

The motion PASSED 19-13.

SPOLEK/A. JOHNSON made the following motion, attached in F3, listed below.

A student admitted to the University on a conditional basis due to low GPA will obtain regular status after completing 9 graded graduate hours with a 3.00 GPA. A student on conditional status due to low GPA who does not achieve a 3.00 GPA after completing 9 graded graduate hours will have his/her admission changed to "Deny, did not meet conditions" and will become a non-admitted student. This policy should be implemented by the end of fall term 1993.

KOCH stated that there currently is a definition of conditional admission, but that there are no consequences. The motion states when a student would be required to improve a GPA. HALES asked what low GPA means? A. JOHNSON said that if someone is admitted with a low GPA, that person would take 9 graduate credits and must receive a 3.0 minimum. In response to OSHIKA's question, KOCH noted that any other conditions would be stated. SVOBODA asked if these 9 credits could come from anywhere, and be "paid for?" KOCH/SPOLEK thought that a department might not accept these credits. BJORK stated that he supports this motion. GOSLIN/HALES moved an amendment to add "PSU credits" after the word "graded." FORBES asked if this means 9 credits from Berkeley or Harvard would not count; he was told that this was a correct interpretation.

The amendment PASSED, but not unanimously.

The amended motion PASSED unanimously.

NEW BUSINESS

A. JOHNSON/KRUG moved that the Provost's issue suggesting that **the total number of credits required for the baccalaureate degree be changed from 186 to 180** be sent to the ARC. The motion PASSED unanimously.

ADJOURNMENT

OSHIKA adjourned the meeting at 4:15 PM.

Report on the Interinstitutional Faculty Senate Meeting of December 3 and 4, 1993

The IFS met on Friday, December 3 and Saturday, December 4 at Portland State University. On Friday, the Senate listened to a report from Grattan Kerans, the new Director of Governmental Relations for the State System of Higher Education. He gave a bleak picture of the future of funding of state government. As things stand, state government will have to operate within the projected \$1.2 billion shortfall caused by phase 3 of Measure 5. He believes that the legislature has a good sense of the value of higher education but that the general public has not received that message.

The Senate next heard from Les Swanson of the State Board who has instituted the 2010 Commission, the committee of citizens and board members that is planning the future of higher education for Oregon. The committee has had three initial meetings and was expecting to get from the Chancellor's Office by December 21 models for the system to consider. Senators pressed Mr. Swanson on the matter of faculty representation on this committee. He responded by professing the committee's willingness to hear from faculty, including the IFS, as it was in hearing from any citizens of Oregon. While Senators supported the work of the committee, they were not generally satisfied with this response, and, at the Saturday meeting, they agreed that Marjorie Burns should write to Les Swanson asking that Leif Terdal, a senator from OHSU, become a part of the 2010 Commission. (Note: Terdal has been appointed).

The IFS had a telephone conference with Vice Chancellor Weldon Ihrig, who reported on progress in eliminating athletic funding debts and on the budgetary process for OSSHE. The system had not received any directives from the Governor's office for budget cuts.

At its Saturday meeting, IFS discussed its participation in the workshop on November 18 for admissions standards for higher education, and Paul Engelking, a senator from the University of Oregon, is chairing a committee on setting such standards.

The IFS voted to appoint a committee that will review procedures by which administrators are selected at the various institutions.

IFS has interested itself in the issue of intellectual property used in continuing education or distance learning. It appears that faculty have no control over the use of materials unless they have a written agreement.

With the retirement of Marjorie Burns as President of IFS, elections were held to replace her and appoint other officers of IFS. The new President will be Bill Danley of SOSC, the new Vice-President will be Jack Cooper of PSU, Beatrice Oshika will be the new secretary, and the at-large members of the Executive Committee will be Paul Engelking of UO and Ed Brierty of SOSC.

Respectfully submitted
Jack Cooper

Portland State University

G₁

P. O. Box 1394, Portland, OR 97207-1394

Date: December 7, 1993
To: Senate Steering Committee
From: Tony Midson, School of Extended Studies *T.M.*
Re: Amendment to the Faculty Constitution regarding representation
by faculty of School of Extended Studies.

The School of Extended Studies (SES) is a separate division of the faculty with its own representation in the Senate. Currently, and for several previous years, faculty appointees to the School no longer have the exact titles *Associate Professor*, *Instructor*, etc.

Consequently, these faculty cannot participate in elections for the Senate nor serve as senators or committee members (see Article II of the Constitution). Hence, the only representation currently possible for the School is from a dwindling number of faculty, currently seven, whose rank associated with their titles carry over from earlier years. This amendment would enfranchise all faculty from this School and allow fuller representation in the Senate and on its committees.

SES is a component of Academic Affairs. Titles used for SES faculty are: *Director* (of various units), *Assistant Director*, or *Program Development Specialist*. The principal obligation of these faculty is public service through the creation and administration of academic programs. Some opportunities for teaching and research are also afforded. Duties of SES faculty typically include administration of credit and non-credit courses in Extended and Summer Programs, and units such as: Statewide MBA, Office Independent Study, Distance Learning, Professional Development Center (Business), and School of Education/Continuing Education (teacher professional development) plus the administration of grant-funded activities such as the Early Childhood Training Center.

Part-time instructors teaching for SES who are appointed term by term would not be included under the amended definition.

(One noteworthy anomaly is the inclusion in the Extended Studies division of the Senate of the eight faculty in the Department of Linguistics who teach in the English as a Second Language program (ESL). The reason for this lies in the self-supporting nature of the ESL program. These faculty *are* currently eligible vis-a-vis the Senate and would remain unaffected by this amendment.)

In the XS division of the Senate, faculty from SES number approximately 27 (plus the 8 from Linguistics makes a total of 35). This amendment will result in a total of 4 senators instead of the current representation of 2. Further, an additional 20 faculty will be added to the pool from which committees are drawn, compared to the present total of 15.



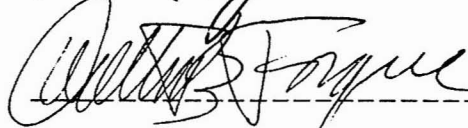




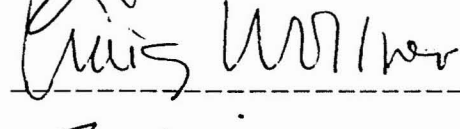


Arguments in favor

- Without this amendment, the School of Extended Studies will eventually be unrepresented in the XS division of the Senate after the remaining eligible members retire or leave the university.
 - The School of Extended Studies represents a significant proportion of the instructional effort of the university and, since it is responsible for many community-based programs, it is particularly influential in shaping the outreach image of PSU. It is important to include that wider perspective in Senate and Committee deliberations.
 - Participation in committees is one of the principal ways that collegial relationships are developed within the campus community.
 - The interest of the faculty is best served by having representation from all academic units of the university. Diminishing full faculty representation will serve to weaken the Faculty voice.
-

The following motion is presented to the Senate:

That the Constitution of the Faculty Senate, article II, be modified as follows (insertion of second sentence in *italics*):

"The Faculty shall consist of the Chancellor, the President of Portland State University, and all persons who hold State Board appointments with the rank of professor, associate professor, assistant professor, or instructor, and whose full-time equivalent is at least fifty percent teaching, research, or administration at Portland State University. *Faculty members of the School of Extended Studies, who also engage in teaching, research or administration at Portland State University at 0.5FTE or more, shall also be included regardless of title.* The University Faculty reserves the right to elect to membership any person who is employed full-time by the Oregon State System of Higher Education."

Signatures of Senators

Portland State University

G2

MEMORANDUM

January 21, 1994

TO: Allen Cabelly, Secretary to the Faculty
FROM: Robert Tufts, Registrar *RT*
SUBJ: Plus/Minus Decimal Place Proposal

This is a request that the attached be presented to the Faculty Senate for their consideration.

For undergraduate courses, the Scholastic Standards Committee approved this request as recorded in their annual report submitted to the Senate.

For graduate courses, the Graduate Council unanimously approved it on January 19, 1994.

This could make the new Catalog and become effective Fall 1994, if approved at the next meeting.

xc Rod Diman, OAA
Linda Devereaux, OAA

Portland State University

MEMORANDUM

July 15, 1993

TO: Hormoz Zarefar, Chair, Scholastic Standards Committee
Roy Koch, Vice Provost, Office of Graduate Studies and Research

FROM: Robert Tufts, Registrar *RT.*

SUBJ: Plus/Minus Grading System

I would like to request that SSC consider adopting a two-decimal place quality point value on each letter grade per the attached.

The Faculty Senate's approval of the Plus-Minus grading system (June 10, 1991) adopted a single place decimal value, such as B- is rounded to 2.7. The Banner system utilizes a two-place value in its calculation printouts. This situation has two undesirable results:

First, Banner prints out B- as "2.70" because we must place the authorized or defined one-decimal 2.7 into the system's three position field. The grade report and official transcript thus make it appear that we are unable to provide a more accurate 2.67 value that is normally presumed to be intended. And,

Second, the GPA is often under- or over-valued in a single term's calculation. For example, if a student gets two B+s in 3 credit courses, then the GPA is undervalued by .18 quality points and an apparent miscalculation of 3.30 instead of 3.33 on the printout.

xc J. Mestas, OSA
M. Reardon, OAA
D. Fortmiller, IASC

Proposed Grading System

A	= 4.00	C	= 2.00
A-	= 3.67	C-	= 1.67
B+	= 3.33	D+	= 1.33
B	= 3.00	D	= 1.00
B-	= 2.67	D-	= 0.67
C+	= 2.33	F	= 0.00

Grading System Approved by Faculty Senate

A	= 4.0	C	= 2.0
A-	= 3.7	C-	= 1.7
B+	= 3.3	D+	= 1.3
B	= 3.0	D	= 1.0
B-	= 2.7	D-	= 0.7
C+	= 2.3	F	= 0.0